

ALL INFORMATION CONTAINED

HEREIN

EXECUTIVE COMMITTEE MEETING

May 1942

STAT

Item No. 1:

Item No. 2:

Item No. 3:

Note of Comptroller--Mr. Dress

Item No. 4:

Progress Report by Dr. Scoville

Item No. 5:

Policy on Overtime Payments--Mr. Kirkpatrick
(See attached notice.)

S-E-C-R-E-T

3 May 1962

MEMORANDUM FOR THE RECORD

SUBJECT: Recommended Internal CIA Project Approval System Including Delegation of Authority for Project Approvals

1. Project Approvals

a. Deputy Directors

Deputy Directors shall have authority to:

- (1) Approve new projects, providing the total authorization shall not exceed \$50,000 for any fiscal year.
- (2) Approve amendments and annual renewals or extensions for continuing projects provided the cumulative total for the fiscal year is not more than \$50,000 in excess of the amount contained for the project in the approved operating budget.

b. Delegation of Authority by Deputy Directors

Deputy Directors may delegate to the Chief of an Office, Division, or major Staff authority to approve projects and amendments, renewals, or extensions of projects providing the total cumulative authorization for any such project shall not exceed \$20,000 for any fiscal year.

c. Deputy Director of Central Intelligence

The approval of the Deputy Director of Central Intelligence shall be required for:

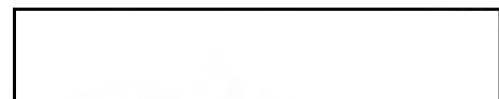
- (1) All new projects involving in excess of \$50,000 for any fiscal year.
- (2) All amendments of continuing projects which are more than \$50,000 in excess of the amount contained for the project in the approved operating budget.

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2. Procedures

- a. Copies of projects which do not require the approval of Deputy Director of Central Intelligence, or a summary of the essential provisions of such projects will be promptly filed with the Office of the Comptroller after approval of such projects.
- b. Projects requiring the approval of the Deputy Director of Central Intelligence will be forwarded to the Comptroller who will be responsible for (1) insuring that appropriate coordination has been effected, (2) obtaining the views and recommendations of the Financial Policy and Budget Committee, if appropriate, and (3) forwarding the project to the Deputy Director of Central Intelligence with comments and recommendations.



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JOHN A. ROSS
Comptroller

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CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS		INITIALS	DATE
1	DCI		at	5/7/62
2	ER			
3				
4				
5				
6				
	ACTION	DIRECT REPLY	PREPARE REPLY	
	APPROVAL	DISPATCH	RECOMMENDATION	
	COMMENT	FILE	RETURN	
	CONCURRENCE	XX INFORMATION	SIGNATURE	

Remarks:

Attached is Agenda for Executive Committee
meeting to be held 7 May 1962 at 3:00 p.m.

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.

DATE

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